Charter
for the
Joint Requirements Implementation Board
for
Unique Identification (JRIB-UID)

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Charter

Joint Requirements Implementation Board (JRIB) for Unique Identification (UID) (JRIB–UID)

I. *Background*

On July 29, 2003, the Department of Defense (DoD) established the policy that Unique Identification (UID) is a mandatory DoD requirement on all solicitations issued on or after January 1, 2004, for new equipment, major modifications, and reprocurements of equipment and spares. To achieve integrated management of tangible items, the collective DoD goal shared by all functional domains involved in item/property management is to uniquely identify tangible items, while relying to the maximum extent possible on international standards and commercial item markings and not imposing unique Government requirements. Unique identification of tangible items will help achieve:

- Integration of item data across the Department, Federal and industry asset management systems, as envisioned by the DoD Business Enterprise Architecture (BEA), to include improved data integrity and quality and global interoperability and rationalization of systems and infrastructure.

- Improved item management and accountability.

- Improved asset visibility and life cycle management.

- Clean audit opinions on tangible item portions of DoD financial statements.

II. *Authority*

In the July 29, 2003, memorandum, Policy for Unique Identification (UID) of Tangible Items – New Equipment, Major Modifications, and Reprocurements of Equipment and Spares, the Acting Under Secretary of Defense (Acquisition, Technology and Logistics) directed that a Joint Requirements Implementation Board for UID be established.

III. *Purpose*

The Joint Requirements Implementation Board (JRIB) for UID (JRIB–UID) will focus on re-engineering business practices, development of business rules, and recommending pilot programs/projects to achieve a globally interoperable network-centric architecture for the integrated management of tangible items. The JRIB will collaborate with the Business Enterprise Architecture (BEA) Program Manager and Domain Owners.

IV. ***Stakeholders***

The principal functional stakeholders in unique identification matters are Engineering Management; Acquisition Management; Property, Plant and Equipment Accountability; Logistics Management and Accountability; Financial Management; Defense and International Collaborative Information Sharing; and Joint Warfighting. Asset Visibility is crosscutting to these seven functions. Their interests are discussed in the enclosure.

V. ***Course of Action***

The JRIB–UID will initially establish the following working groups to target business re-engineering opportunities and business rules development for facilitating Department-wide implementation of UID:

1. ISO Standards Working Group – Complete development and submission to the ISO process of a proposal to approve the DoD/Industry collaborative solution to permit use of a text element identifier format in ISO 15434 syntax. Socialize the collaborative solution with industry and ISO stakeholders to promote greater understanding of its benefits to the global supply chain.

2. DFARS Working Group – Complete implementation of the DFARS part marking and valuation case. Draft and submit a DFARS case for government furnished property.

3. Business Rules Integration Group – Finish the business rules for marking new and legacy parts and integrates business rules that emerge from the other JRIB – UID working groups.

4. UID/Systems Engineering Working Group – Develop business rules for creating and revising technical documentation for tangible items to include UID data elements. This is specifically for tangible items that will be delivered to the government or maintained by contractors for the government. Recommend processes and practices for use of the UID in configuration management, serialized item management and maintenance.

5. AIS Technical Interface Working Group – Coordinate the development of a technical approach to a UID registry and contract registry. Identify requirements and sources of funding, or recommend the redirection of existing funding, to establish the registries. Assess the implications of UID and the use of the two-dimensional matrix and other AIT solutions on the DoD infrastructure of automatic identification technology devices, such as readers, scanners and interrogators. Recommend alternatives for upgrading the DoD AIT infrastructure to accommodate Department-wide deployment of UID across all functional domains. Any resulting requirements for AIS requirements should also be identified. Identify requirements and sources of funding, or recommend the redirection of existing funding, to upgrade the infrastructure.

6. Inspection and Acceptance Working Group – Develop common business rules governing the capture of the UID data elements during the inspection and acceptance process. Develop and recommend modifications to the Wide Area Workflow (WAWF) to capture UID data elements upon item delivery and coordinate the full Department-wide deployment of the WAWF (DoD Components are expected to transition rapidly to the WAWF as a mandatory payment requirement by no later than January 1, 2005). Collaborate with ongoing BEA efforts to ensure these requirements represent enterprise-wide solutions.

7. UID/RFID Working Group – Coordinate and facilitate the development of the UID aspects of the RFID policy and operating guidance for mandatory use of RFID on DoD items by July 2004.

8. Enterprise Working Group – Establish and demonstrate the effectiveness of a methodology for consistently and uniquely assigning enterprise identifiers within internal DoD operational units.

9. UID/PBL Working Group – Investigate and identify performance-based logistics (PBL) requirements that include UID or item tracking. Develop business rules associated with PBL and UID.

10. UID/Maintenance Working Group – Define a methodology for implementing UID in the maintenance environment.

11. Grants, Other Transactions and Other Acquisition Solutions Working Group – Define a methodology for implementing UID for items that DoD acquires from procurement processes other than contracts and purchase cards.

12. UID/Export Controls Working Group – Investigate existing export controls that require unique identification of items and the applicability of UID to those processes. Investigate the current use of related technologies and how those technologies could benefit from the integration of UID.

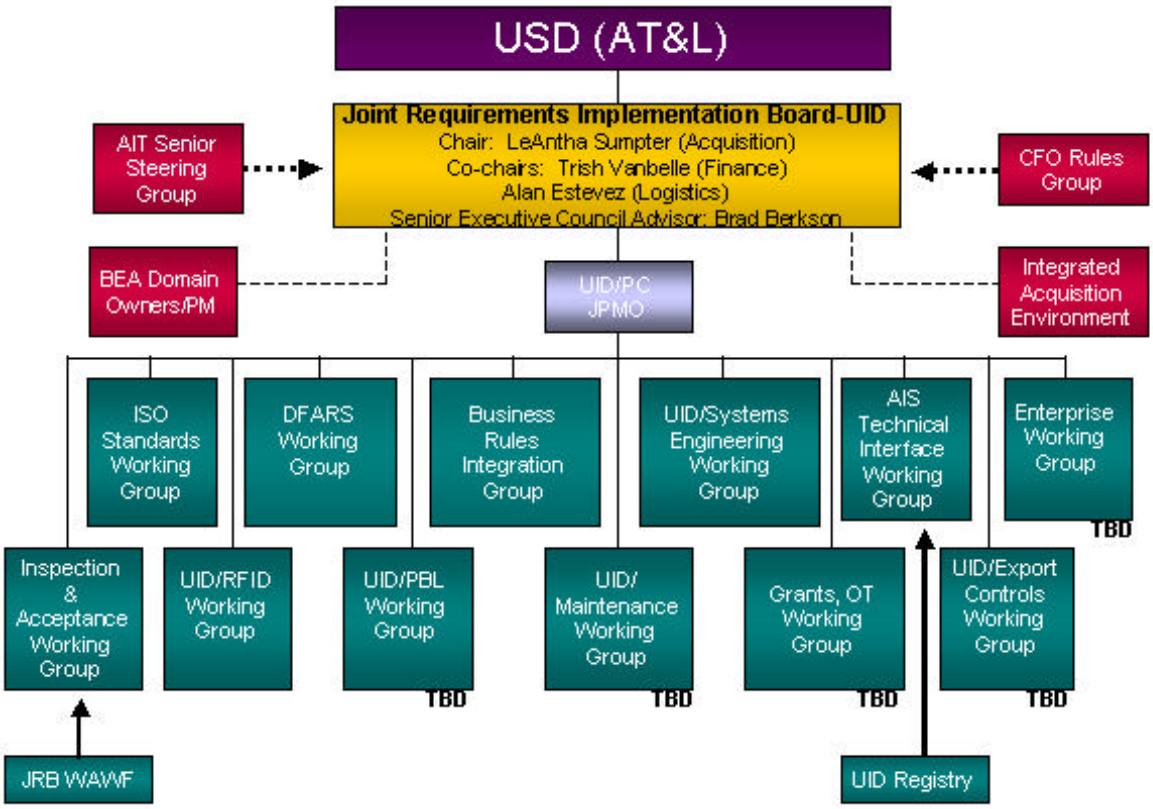
VI. ***Roles and Responsibilities***

Ms. LeAntha Sumpter, Program Manager for UID and Purchase Cards, shall chair the JRIB-UID. The Co-chairs will be Ms. Trish Vanbelle (Finance) and Mr. Alan Estevez (Logistics). Mr. Brad Berkson will be the Senior Executive Council Advisor.

The JRIB-UID shall coordinate policy development of UID requirements implementation for the USD (AT&L) and provide reports to the USD (AT&L). The Unique Identification and Purchase Card Joint Program Management Office (UID/PC JPMO) shall assist the JRIB-UID to guide the working group leaders regarding UID policy and requirements implementation.

Working through the JRIB-UID, the UID/PC JPMO will: (a) establish objectives, expectations, scopes of work and timelines for the JRIB-UID Working Groups, and (b) utilize the Implementation Plan for the UID and Purchase Card to develop, manage, and report status on UID implementation tasks assigned to the JRIB-UID Working Groups.

The JRIB-UID organization, its organizational participants and their functional relationships are shown below. The JRIB-UID has the authority to solicit advice from Defense industry associations and their suppliers for consideration in Board deliberations and working groups.



AIS – Automated Information System
AIT – Automatic Identification Technology
BEA – Business Enterprise Architecture
CFO – Chief Financial Officer
DFARS – Defense Federal Acquisition Regulations Supplement
ISO – International Standards Organization
JPMO – Joint Program Management Office
JRB – Joint Requirements Board
PBL – Performance-Based Logistics
PC – Purchase Card
PM – Program Manager
OT – Other Transactions
RFID – Radio Frequency Identification
TBD – To Be Determined
UID – Unique Identification
WAWF – Wide Area Workflow

VII. ***Membership***

Membership of the JRIB-UID will consist of the following policy owner representatives and supporting organizations:

- Acquisition Policy
- Systems Engineering Policy
- Policy, Plant and Equipment Policy
- Weapons Systems Sustainment Policy
- Supply Chain Policy
- Maintenance Policy
- International Policy
- Export Control Policy
- Financial Management Policy
- DoD Acquisition, Logistics and Finance Domain Owners in USD(AT&L) and DoD Comptroller
- Defense Information Systems Agency
- Defense Logistics Agency
- Joint Staff Logistics Directorate, J4
- DoD Senior Executive Council Advisor
- DoD Chief Information Officer
- Defense Contracts Management Agency
- Defense Finance and Accounting Service
- Military Departments, as required

VIII. ***Resources***

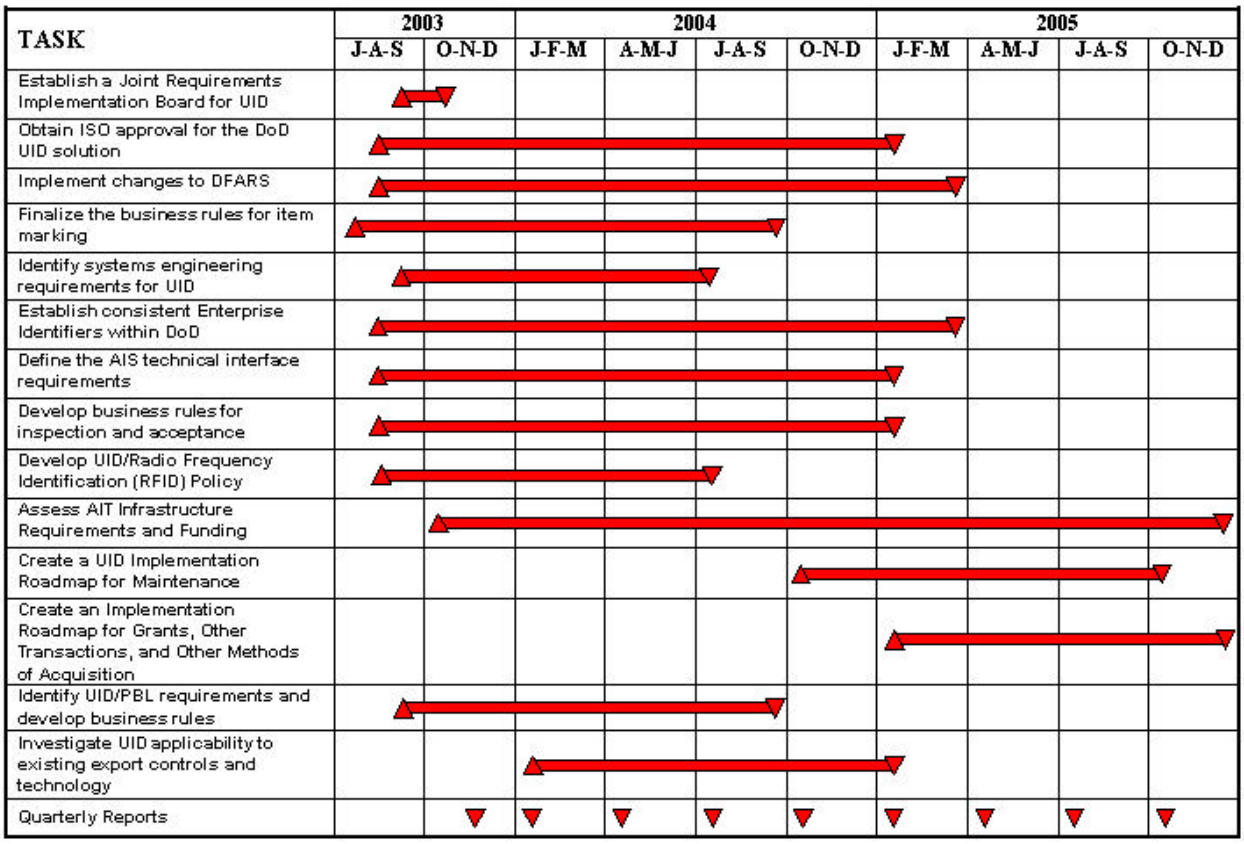
The JRIB-UID will be provided functional experts and advisors from OSD, the Military Departments, and Defense Agencies for the Working Groups. The JRIB-UID should seek ideas and information from other Federal Agencies and industry, as appropriate. OSD, the Military Departments, and the Defense Agencies will provide required funds to support all costs (e.g., travel, personnel, administrative) of their respective member participation.

IX. ***Schedule***

The initial JRIB-UID meeting will be held on October 30, 2003 with the OSD Policy Stakeholders and the Services and Components. Follow-up sessions will be scheduled quarterly.

Quarterly reports of the JRIB-UID effort, results and recommendations will be provided the USD(AT&L). The first quarterly report is due November 2003.

The schedule of JRIB-UID activities is as follows:



Not later than two and one-half years from the date of its charter, the JRIB-UID will provide a recommendation to the USD(AT&L) for a time-phased schedule to transfer its work to the DoD Components, or to re-engineer the phased implementation plan.

APPROVED:

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Michael W. Wynne
Acting

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Date

UID Stakeholder Interests

1. Engineering Management. DoD Directive 5000.1, Defense Acquisition System, requires that acquisition programs be managed through the application of a systems engineering approach that optimizes total system performance and minimizes total ownership costs. A modular, open-systems approach is employed, where feasible. For purposes of item management, engineering plays a crucial role in the documentation of technical data that defines tangible items and the configuration management of these items throughout their useful life.

2. Acquisition and Program Management. This area consists of Program Management, Systems Acquisition and Procurement Functions. The Program Management responsibilities levied in the DoDD 5000.1 and the direction in the July 29, 2003 UID Policy leave the ultimate application responsibility to the Program/Item Manager. The Federal Acquisition Regulation (FAR) Part 45, Government Property, prescribes policies for furnishing Government property to contractors including the use, maintenance, and management of Government-furnished property, contractor-acquired property, and for the return, delivery, or disposal of Government-furnished property and contractor-acquired property.

3. Property, Plant and Equipment Accountability. DoD Instruction 5000.64 provides a comprehensive framework for DoD property accountability policies, procedures, and practices; assists DoD property managers, accounting and financial officers, and other officials in understanding their roles and responsibilities relating to property accountability. It establishes accountability policy for property, plant, and equipment (PP&E); contains concepts useful for asset management throughout the Department, particularly for property in the possession of individual military units and end-users. It excludes property and materiel for which accountability and inventory control requirements are prescribed in DoD 4140.1-R and DoD 4000.25-2-M.

4. Logistics Management and Accountability. DoD Directive 4140.1, Materiel Management Policy, specifies policies for materiel management. It is the Department's policy that materiel management is responsive to customer requirements during peacetime and war, and that acquisition, transportation, storage, and maintenance costs are considered in materiel management decisions. Standard data systems are used to implement materiel management functions.

- The secondary item inventory is sized to minimize the Department's investment while providing the inventory needed to support peacetime and war requirements.
- Materiel control and asset visibility are maintained for the secondary item inventory.
- DoD 4000.25-M, Defense Logistics Management System (DLMS) Manual, prescribes logistics management policy, responsibilities, procedures, rules, and electronic data communications standards for the conduct of logistics operations

in the functional areas of supply, transportation, acquisition (contract administration), maintenance, and finance.

5. Asset Visibility. Asset visibility is the capability that provides Combatant Commanders, the Military Services, and the Defense Agencies with timely and accurate information on the location; movement; status; and identity of units, personnel, equipment, and supplies.

6. Financial Management. DoD Instruction 7000.14, Defense Financial Management Regulation, specifies that all DoD Components shall use a single DoD-wide financial management regulation for accounting, budgeting, finance, and financial management education and training. That regulation is DoD 7000.14-R. It directs financial management requirements, systems, and functions for all appropriated, non-appropriated, working capital, revolving, and trust fund activities. In addition, it directs statutory and regulatory financial reporting requirements.

7. Defense and International Collaborative Information Sharing. The above listed stakeholders, and the DoD Chief Information Officer, have an interest in sharing information to enhance the exchange and utilization of business intelligence across the DoD Components and with DoD coalition partners. A key aspect of this information sharing is the creation and management of an information backbone on assets that can be accessed, utilized and updated across Components and coalition forces.

8. Joint Warfighting. Joint Readiness and Logistics, which is the responsibility of the Joint Staff Logistics Directorate (J4), is the capability to enhance readiness and logistics for joint and combined operations. It includes capabilities for enhanced simulation for training; improved and affordable operations and maintenance (O&M) and life cycle costs; mobility and sustainability (i.e., transportation support technologies, speed of delivery); and near-real-time visibility of people, units, equipment, and supplies that are in storage, in process, in transit, or in theater, linked with the ability to act on this information.